

## Southside Middle School PSG Minutes for

October 12, 2010

Attendance: Don Menswar, Darron Desroches, Tricia Desroches, Kristen Vest, Nicki Murgatroy, Cheryl Brewster, Amy Lazzar, Samantha Spezeski, Kim White, Lisa Johnston, Ryan Talavera, Lori Juszczak, Mary Wiglusz, Lori Bozoian, Linda Colby, and Kim Leeman

Meeting was called to order at 6:35 PM.

Correction to the September meeting minutes – there were 307 students in attendance at the first dance of 2009, not 370 students as reported.

Meeting minutes accepted from September.

Treasurer's report accepted. The account balance is \$5,789.77.

PSG Secretary needs to submit her signature on paperwork to Citizen's Bank.

A financial request was presented by Mrs. Leeman at the meeting for the Southside Lego League. She currently has 8 students. Her team used to fundraise by selling candy bars, but they cannot do that in school any longer with the new nutrition guidelines. She requested a total of \$1000 to be used for various items including an NXT set, a lap top computer, challenge kit, team shirts, toner for printers, tournament fees, sensors, and misc. supplies. (Their current NXT set is being repaired. If the company cannot repair it, they will have to purchase a new one.) She would like to set aside \$285 to pay for next year's league registration fee.

The PSG currently does not have a fall/winter fundraiser planned. We need to discuss what money needs to be budgeted for future events (i.e. 8<sup>th</sup> grade events) and see what the group can afford to give them. (PSG Budget is on the agenda for tonight's meeting.) It was decided that we would give the Lego League \$500 and supply them with 10 Southside T-Shirts. Mrs. Leeman can submit another request in the spring when we have a better idea of where our finances are at.

### Monthly Fundraising Update:

- The school received a check from Target for \$160. We need to try to get more parents to link up their Target credit cards with the school fundraising.

- Where do the checks go that we receive from companies, i.e. Target, Hannaford, Box Tops? PSG account or school account?
- A PSG member stated that she saw something on the Box Tops website that stated that each school could only fundraise up to \$875 per year. We need to research that further.
- Samantha has gotten \$25 gift cards donated by Hannaford, Shaw's, and Stop'n Shop to use toward snacks at the upcoming dances. Sam's Club has us on their list to receive donations for December, January, and February.
- Coca-cola of Londonderry is willing to donate drinks for the dances. They need a written letter and a 2 week notice.
- Sam knows a representative from Lay's and is hoping to receive some chips for the next dance.

#### Old Business:

- The board did some research – there aren't any by-laws written for the PSG.
- The new sign out front was vandalized over the summer. Marilyn had made numerous attempts to contact the company who made the sign to find out the cost to repair damages. The company finally contacted the school administration. It will cost \$140 to repair the current damage which includes the cost of a new Spartan Head. It will cost \$715 to put plexi-glass on both sides to cover the Spartan Heads and the school name so that they cannot be pulled off again.
- The school website now has the meeting minutes, the meeting dates, and the basic fundraising info (i.e. Box Tops, Stop'n Shop A+ program, etc.) posted for the PSG.
- Open House was a success. We received 37 new e-mail addresses and sold 22 shirts for a total of \$154.
- Dance Survey – did Marilyn get a chance to send one out to students?
- We have a new DJ for the school dances, Pete Chambers. He is a professional DJ and he is charging us a discounted rate of \$300. (We did not hear back from our former DJ, Jim Amlaw, who only charged us \$150.) To make up the difference in cost, we will charge students a \$6 admission fee (\$1 increase). He is offering to do a light show for the students at this dance for free. If we decide to keep the light show, it will be an extra \$100 for future dances.

#### New Business:

- A budget for the year was presented to the group by Darron. We will need about \$9,250 to cover this year's expenses such as 8<sup>th</sup> grade events, warm clothing for students, team banner expenses, etc. Budget was approved.

- Lisa Johnston, Mary Wiglusz, and Samantha Spezeski volunteered to share the position of Fundraising Chairperson.
- Sam presented the idea of “Scrip Fundraising”. Parents and teachers purchase gift cards through their company and our school receives a percentage of sales. No extra costs to those who purchase, just the face value of the gift card purchased. She will speak to Marilyn to see if we can get this going for the holidays.
- The dance dates are finalized for the year. They will be: 10/15, 11/19, 12/10, 1/14, 2/11, 4/15, 5/13, and 6/10 (8<sup>th</sup> grade only).
- Amy Lazzar and Kim White will be the group’s Dance Coordinators.
- The Talent Show Chairperson will be Kim White this year. The date of the event is March 18.
- Too late for fall fundraiser. Scrip fundraising will hopefully take its place. The Fundraising Chairpersons will research some Spring Fundraisers.
- Do we want to offer an option for parents to donate money to the PSG without having to participate in a fundraiser? This “opt-out” could be called “Ticket to Easy Street”. Trish presented a form that she came up with.
- Trish, Kristen, and Cheryl will need some start-up money to purchase some new clothing with the Southside logo on it. The clothing will be available to students, faculty, and parents to promote school spirit. More info at the next meeting.
- Amy will be purchasing some I-Tunes gift cards to use as prizes at the dance for the DJ’s contests and games. We can also use some of the Southside T-Shirts that we currently have.
- PSG meeting dates will be on the 2<sup>nd</sup> Monday of the month at 6:30.

#### Round Table:

- NECAP Testing was completed this week.
- The Honor Roll sign in the front lobby will be redone and updated.

Meeting was adjourned at 8:23 PM.

**Next Meeting – Monday, November 8th, at 6:30 PM**

Minutes submitted by Cheryl Brewster.